



# BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

383 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012

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SACHI A. HAMAI, EXECUTIVE OFFICER  
(213) 974-1411

July 11, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

## **EXTENSION OF HEARING OFFICER AND ARBITRATOR SERVICES AGREEMENTS (ALL SUPERVISORIAL DISTRICTS AFFECTED) (3-VOTE)**

### **IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS:**

1. Approve extension of Agreements for as-needed consultants currently providing services as arbitrators, mediators, fact-finders, and hearing officers for the joint Civil Service Commission/Employee Relations Commission panel for the final option year of the contracts, at an estimated annual cost of \$590,000 which includes an estimated annual cost of \$75,000 for the Office of Affirmative Action Compliance, effective August 1, 2006 through July 31, 2007, or until Board approval of a new Agreement for hearing officer, arbitration, fact-finding and/or mediation services, whichever occurs first.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On August 2, 2002, the Board approved new Agreements for hearing officer services for the Civil Service and Employee Relations Commissions, and mediation, fact-finding and/or arbitration services for the Employee Relations Commission. On March 9, 2004 the Board extended these Agreements for use by the Office of Affirmative Action Compliance.

These Agreements were for a period of three years, with two one (1) year option years. Under the terms of the Agreements, "each such option year shall be exercised individually by the Board of Supervisors." On June 14, 2005, the Board approved the first one (1) year option extending the Agreements to July 31, 2006. Absent action by your Board, the Agreements will expire July 31, 2006.

#### Implementation of Strategic Plan Goals

The recommended action will promote organizational effectiveness through the prompt resolution of employee relations matters, resulting in uninterrupted services to employees and improved relationships between the County and its employees.

#### **FISCAL IMPACT/FINANCING**

The total annual cost currently associated with the Agreements for consultants is approximately \$590,000. This estimated annual cost has increased from the \$375,000 amount indicated in the Board letter approved June 14, 2005 due to an approximate 36% increase in appeals filed with the Civil Service Commission in 2005. Sufficient funding for these services is included in the Department's 2006-2007 Budget.

#### **CONTRACTING PROCESS**

The initial contracting process was one involving the Civil Service Commission, the Employee Relations Commission, various employee organizations, and this Board. This is a simple extension of those existing Agreements for up to one year or until the date that the Board approves a new Agreement for hearing officer, arbitration, fact-finding and/or mediation services, whichever is less, in order to avoid either: a) retroactive agreements; or b) the inability to provide the services.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Los Angeles County Code Section 5.04.160(F) provides for the establishment and maintenance of an adequate list of impartial arbitrators, fact-finders, and mediators, by the Employee Relations Commission.

In addition, the Civil Service Commission is authorized to assign matters for hearing by hearing officers pursuant to Article IX, Section 34, of the County Charter, and Rule 4 of the Civil Service Rules.

Honorable Board of Supervisors  
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**IMPACT ON CURRENT SERVICE (OR PROJECTS)**

Approval of the Agreements for hearing officer, arbitration, fact-finding and/or mediation services will ensure continued uninterrupted hearing officer, arbitration, fact-finding and/or mediation services, assist in reducing scheduling time for hearings and arbitrations, thereby enhancing relationships between the County and its employees.

Respectfully submitted,

SACHI A. HAMAI  
Executive Officer

SAH:

Attachments

c: Chief Administrative Officer  
County Counsel  
Department of Human Resources  
Civil Service Commission  
Employee Relations Commission  
Office of Affirmative Action Compliance